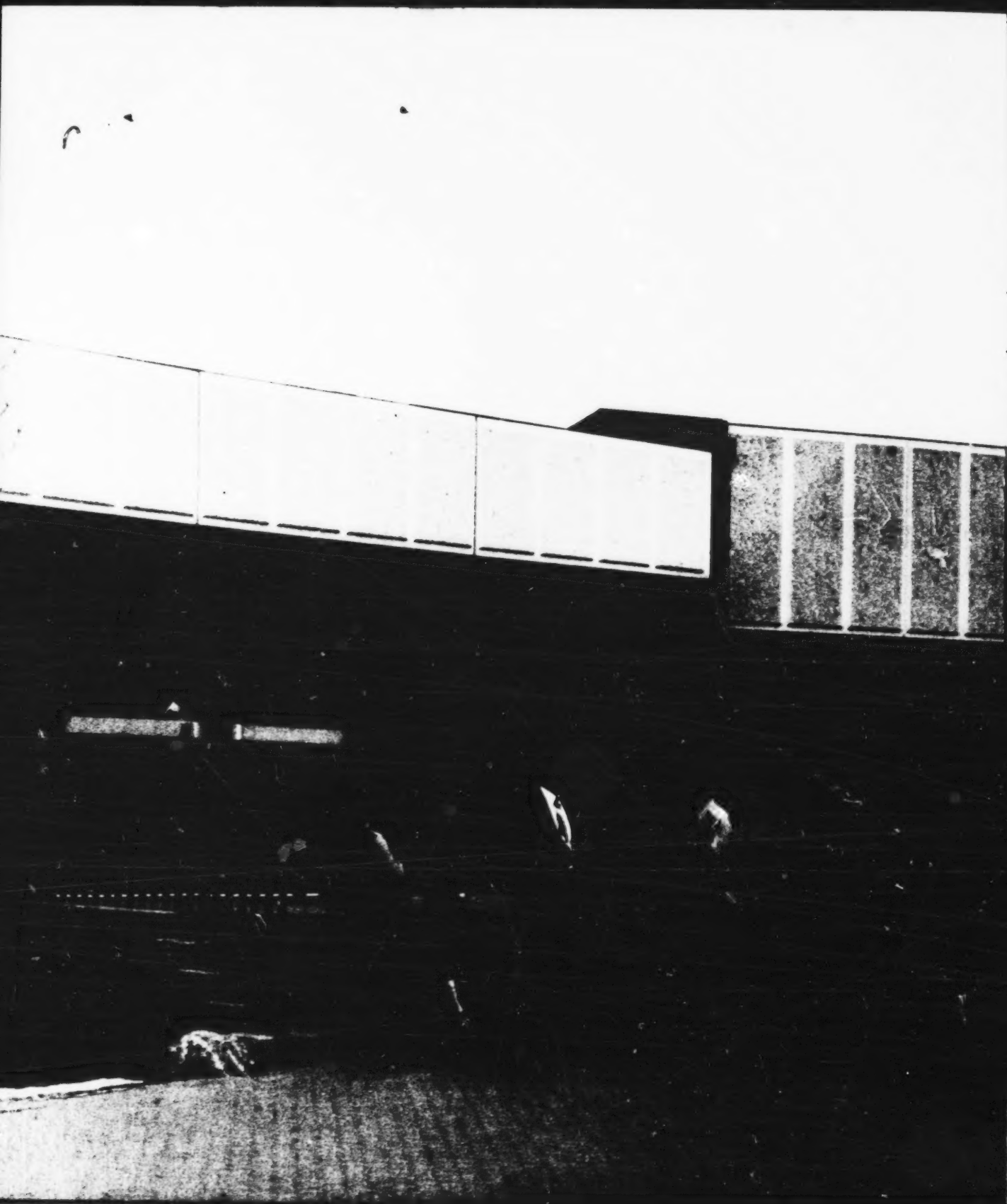
ANNUAL REPORT 1982



CONTENTS

District Boundaries 2
The Board of Commissioners of Police 3
Letter from the Chief of Police 4
General Statistics 6
Establishment of the Force 6
Civilian Citation Awards 6
Promotions 7
Long Service Awards 7
Retirements 7
Executive Staff Office 8
Field Operations 11
Comparison Statistics 13
Organizational Structure 14
Support Services 22
Office of the Administrator 24

W. I. JAMES HARDING
CHIEF OF POLICE

HALTON REGIONAL POLICE FORCE

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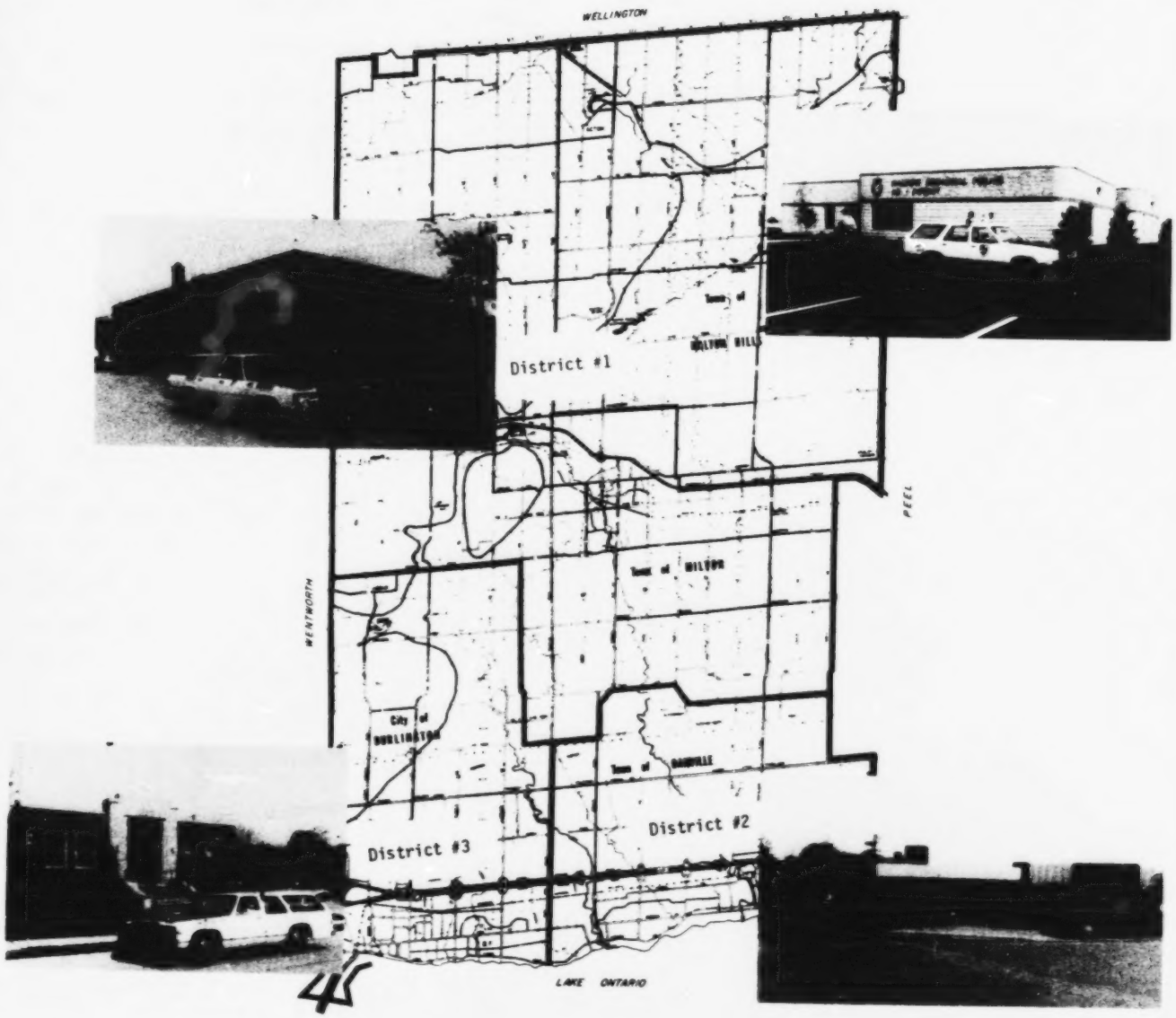


REGIONAL MUNICIPALITY OF HALTON

HALTON REGIONAL POLICE FORCE
BOARD OF COMMISSIONERS OF POLICE

Chairman: Judge J. C. Scime

Vice Chairman: J. Grieve

Member: B. H. Barrett

Member: A. R. Oliver

Member: R. Morrow

HALTON REGIONAL POLICE FORCE

Box 2700, White Oaks Boulevard
OAKVILLE, Ontario L6J 5C7
(416) 878-5511 / 845-7171

W. I. James Harding
Chief of Police

09 May, 1983

His Honour Judge J. C. Scime, Chairman,
Halton Regional Board of Commissioners of Police
Box 815
Oakville, Ontario
L6J 5C5

Dear Mr. Chairman and Commission Members,

I am pleased to present for your information and consideration, the 1982 Annual Report of the Halton Regional Police Force.

In ancient China, progress was seen as not having to kill all female babies in a year of severe drought and famine. In 1982, to the officers and members of the Halton Regional Police Force, progress became a very visible and welcome entity in a variety of endeavours undertaken to bring the organization toward the peak of professional administrative and operational efficiency.

Our police accommodation was significantly improved by the opening of a much enhanced and enlarged facility for Police Headquarters and a new facility to house No. 2 District Police Station for the town of Oakville. Both these events mark another milestone on the journey to ensure operationally efficient housing to meet our needs.

The planned move to a centralized garage service as a means of improving what we identified as an inadequate vehicle maintenance programme, was undertaken and the first stages of operation already indicate a considerable improvement in the timeliness and quality of service to our vehicle fleet.

The Planning Bureau enthusiastically embarked upon the Computer Feasibility Study, dubbed Project H.E.A.R.T. The report has all the earmarks of a professional and expert analysis of our computer needs and will do much to ensure the success of any future computerized programmes undertaken within the force.

In the year under review the Ontario Police Commission completed its Audit of the Halton Regional Police Force which, at my request, was combined with an analysis of our workload and resource capacity. Both reports are good testimony to the administrative and operational efficiency of the force as it now exists. The adoption of a detailed system of programme budgeting has done much to contribute to that standard of efficiency.

In furtherance of our belief that Crime Prevention must be the cutting edge of the sword in the fight against the escalating rate of committed crime, a series of Crime Prevention and alternate policing method programmes were evaluated within the Force. We can now confidently say that the results of these studies will enable the Halton Regional Police Force to move significantly to a very visible presence in the field of Crime Prevention in future years. We will, indeed, sever the shackles that bind policing to merely a reactive response role.

During 1982, the Force received 88,709 calls for service which included 25,670 criminal offences, a significant decrease of 6.2%, a figure which is made even more meaningful when combined with the rate of detected offences moving to 12,224 or a 47.62% detection ratio, an increase of 5.3% over the previous year. Yet again I am able to report a reduction in the number of fatal accidents. A decrease of 29.2% over the 1981 figure stands as testimony to the sincere and dedicated efforts of our patrol personnel. These figures will be illustrated and enlarged upon within the body of the report which follows.

Respectfully submitted,

W. J. James Harding

W. I. James Harding,
CHIEF OF POLICE

WIJH/am

GENERAL STATISTICS

REGIONAL MUNICIPALITY OF HALTON

Area in Square Kilometres	990.6
Total Population	261,580
Total Calls for Service	88,709

HALTON REGIONAL POLICE FORCE

Operating Budget	$15,875,596
	$ 60.69 Annually
	$ 5.05 Monthly
	$ .16673 Daily

POLICE ESTABLISHMENT

Authorized Strength
31 December, 1982

Chief of Police	1
Deputy Chief of Police	1
Staff Inspectors	3
Inspectors	9
Staff Sergeants	23
Sergeants	40
Police Constables	220
1st Class — 173	
2nd Class — 18	
3rd Class — 11	
4th Class — 18	
Cadets	6
Total Police Officers	303

CIVILIAN ESTABLISHMENT

Authorized Strength
31 December, 1982

Administrator	1
Finance Supervisor	1
Records Supervisor	1
Administrative Assistant	1
Secretary	1
Safety Officer	1
Escort Officers	5
Communications Dispatchers	24
Records Clerks	13
Stores Clerks	1
District Clerks	2
Summons Servers	5
Couriers	1
Stenographer/C.I.D. Clerks	11
Clerk Typists/Station Duty	28
Switchboard Operators	4
Caretakers	1
Total	101

CIVILIAN CITATION AWARDS

The awards are presented to civilians by the Halton Board of Commissioners of Police in grateful acknowledgement of outstanding service and unselfish assistance rendered to the Halton Regional Police Force in the preservation of peace, law and order and public safety.

1982 RECIPIENTS OF THE CITATION AWARDS

Mr. Gary Long	Oakville
Mr. A. Dzikic	Hamilton
Mr. Gordon Vipond	Toronto
Mr. Peter Barry	Halton Hills
Mrs. R. Cracknell	Milton
Mr. Bert Gee	Burlington
Mr. Derrick Davis	Oakville
Mr. Randy Telfer	Oakville
Mr. & Mrs. Frank Martin	Oakville
Miss Irene Stolarz	Oakville
Mr. James Carfae	Oakville
Mr. Peter Carfae	Oakville
Miss Leanne Bailey	Burlington
Miss Lindsay Vaughan	Burlington
Mr. Dennis Vuillemenot	Burlington
Mr. E. Lacroix	Burlington
Mr. Leslie Acx	Burlington
Mr. Ian Lloyd	Hamilton
Mr. George MacPhail	Burlington
Mr. Bill Medhurst	Burlington
Mr. Roman Zdunek	Burlington

PROMOTIONS

During 1982 the following officers were promoted after successfully competing in the Force promotional process.

Promoted to the Rank of Staff Inspector
Inspector A. J. Barrett

Promoted to the Rank of Inspector
Staff Sergeant W. Jessop

Promoted to the Rank of Staff Sergeant
Sergeant R. Dawson
Sergeant D. Reid

Promoted to the Rank of Sergeant
Constable R. Cormier
Constable K. Douglass
Constable W. Eastwood
Constable W. Ford
Constable T. Sinkovich
Constable R. Waller
Constable K. Woods

1982 LONG SERVICE AWARDS

30 YEAR CLASP
Inspector A. Stansbury
Sergeant H. Heath

25 YEAR CLASP
Staff Sergeant D. Stanford
Staff Sergeant P. Bromley
Sergeant T. Rainey
Constable P. Gushie
Constable D. James

20 YEAR MEDAL
Sergeant T. Davies
Sergeant G. Penman
Sergeant J. Poulton

SPECIAL 20 YEAR AWARD
Safety Officer John Wilson

RETIREMENT

During 1982 one officer retired from the Force.

Staff Sergeant Michael STASIUK
Retired October 31, 1982

Michael Stasiuk began his police career in the city of Hamilton in 1952. Following a brief period of time outside the service, he joined the Oakville Police Force in 1955. He was promoted to Sergeant in 1968 and Staff Sergeant in 1973. He joined the Halton Regional Police Force on amalgamation in 1974.

EXECUTIVE STAFF OFFICE

The year 1982 will be remembered as one of major progress for the Halton Regional Police Force.

A number of significant steps were taken during the year which will alter completely the face of policing as the force continues through the 80's

Probably the most radical step to be taken was the feasibility study on computerization. The long term effects of this year-long project will have a considerable impact on the progress of the force in its steady movement towards professionalism.

Other changes of major significance were the replacement of the old style line item budget with a programme submission, the introduction of a vehicle maintenance programme in conjunction with Regional Public Works, the new emphasis in the field on proactive policing; and the opening of the expanded Headquarters and No. 2 District Building in Oakville.

Inspector A. Terrell

EXECUTIVE OFFICER

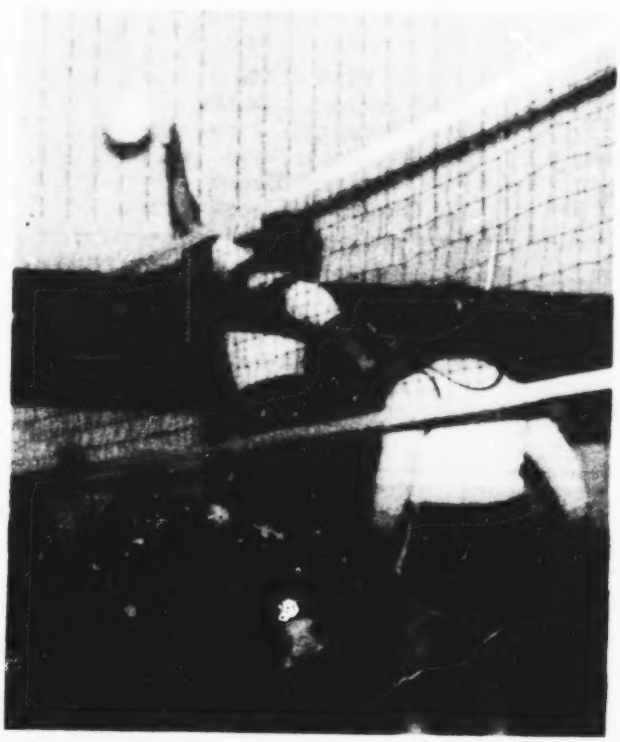
The Executive Officer, Inspector A. Terrell performs his function as principal aid to the Chief of Police, by judicious management of the Executive Staff Bureaux which fall under his command. He is, therefore, responsible for directing the efforts of Complaint Investigation, Public Relations, Crime Prevention and Planning, in accordance with force philosophy and the long range plan.

1982 was an extremely busy year for all of the staff, with major initiatives in Public Relations, Crime Prevention and Planning. The Executive Officer can take credit for the fact that these efforts produced optimum results.

PUBLIC RELATIONS BUREAU

The Public Relations Bureau can be described as the voice of the Halton Regional Police Force. The Bureau is staffed by a Sergeant, who reaches out to the community by co-ordinating speaking engagements throughout the Region, ensuring that members of the public who have performed acts of good citizenship receive recognition and by co-ordinating functions such as Police Week and Annual Awards Night.

Perhaps the most significant contribution in the Public Relations area during 1982 was a highly successful two-day Police/Media Relations Seminar held in September. The seminar was unique in that it was the first venture of its kind in the Province. Speakers were engaged from all sections of the media, some of them very prominent in their field, and from various areas of the Police Service. The exercise was recognized internationally and as a result the Public Relations Officer was invited to address a special Police/Media Relations Workshop, at the 98th Annual Conference of the International Association of Chiefs of Police in Atlanta, Georgia.



The Annual Volleyball Tournament.

Public Relations through the Harbour Patrol.

COMPLAINTS BUREAU

The Complaints Bureau which is manned by a Staff Sergeant investigates complaints by members of the public against officers of the Halton Regional Police Force.

During 1982 a total of 59 complaints were received and classified as follows:

1. Use of Force	11
2. Improper Conduct	26
3. Inadequate Service	20
4. Other	2
TOTAL	59

After investigation these cases were disposed of as follows:

1. Unfounded	18
2. Exonerated	6
3. Not Sustained	18
4. Sustained	14
5. Sustained in part	3

Remedial or disciplinary action was taken in the cases deemed to be sustained or sustained in part. There were three resulting criminal charges and one major charge under the Police Act. In addition, a number of officers were counselled.

INTELLIGENCE BUREAU

The Criminal Intelligence Bureau of the Halton Regional Police Force continued in 1982 to discharge its function of collecting and analysing intelligence information for the benefit of the Force and other Police Agencies.

The Bureau which is commanded by a Staff Sergeant maintains its liaison with other major forces through one member of the Bureau who is seconded to the Hamilton Joint Forces Intelligence unit.

CRIME PREVENTION BUREAU

During 1982, the three Crime Prevention Constables under the direction of the Sergeant Co-ordinator worked hard in the districts to reduce crime.

In concert with the theme of developing a proactive stance, the Bureau, through inservice training and district roll call exercises, has been instrumental in educating the force for the challenge of the eighties.

Apart from the continuing emphasis on making the public aware of crime risks, the Bureau made a special effort in 1982 to develop the Neighbourhood Watch Programme. in fact, the programme was expanded to all districts of the Region.

Crime Prevention is gathering momentum in the Halton Regional Police Force and the Bureau is expected to make even bigger strides and an even greater impact on the rate of Criminal offences in 1983.

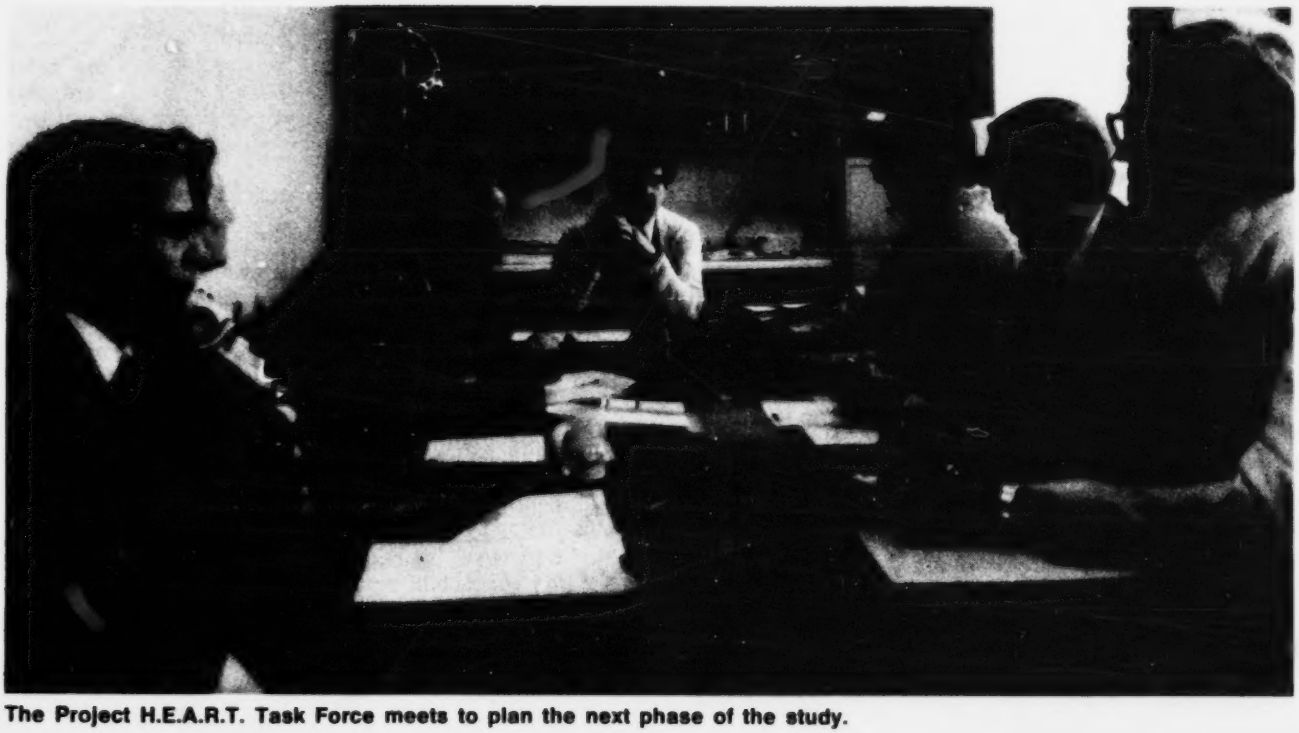
PLANNING BUREAU

The Planning Bureau is manned by a constable who is responsible to the Chief of Police through the Executive Officer for providing support information on long range projects and on the feasibility of proposed new systems and equipment.

The Bureau started off 1982 with a bang with the commencement of the feasibility study into the Halton Entry and Retrieval Computing and Telecommunications System (Project H.E.A.R.T.). Under the direction of the Planning Officer, a task force was drawn up from all areas of the force, and an officer was seconded to the Bureau from field operations to work exclusively on the project.

The H.E.A.R.T. report was produced in December and came down strongly in favour of computerization. Implementation will begin in 1983 and a fully comprehensive system should be in effect by the middle of 1986.

The Bureau, while principally engaged in the computer project, was also responsible for the Annual Report, the Open Holster Feasibility Study, the development of the Force Disaster Procedure and its promotion in other Departments of Regional Government, and the co-ordination of the Employee Assistance Programme Study.



The Project H.E.A.R.T. Task Force meets to plan the next phase of the study.

FIELD OPERATIONS

The operations of the Force, responsible for the delivery of Police Service to the people of the Region, is under the command of Deputy Chief R. B. Middaugh.

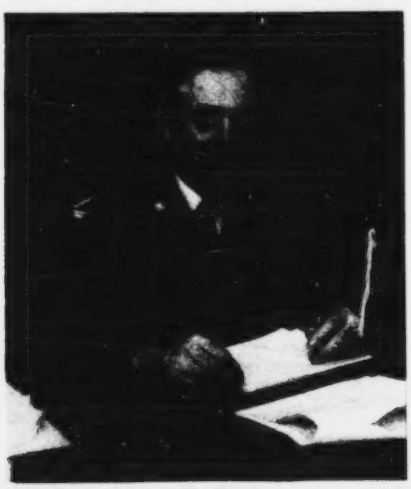
There are five separate semi autonomous areas which contribute to the operations initiative as follows:

Deputy Chief R. B. Middaugh

STAFF OPERATIONS

The Staff Operations office is commanded by Staff Inspector R. Taylor who administers and co-ordinates the work of the Duty Inspectors, and acts as Staff Officer to the Deputy Chief.

The Duty Inspectors provide 24-hour coverage and supervise and support all operational areas of the Force. The Inspector on duty will respond to all major incidents.



Staff Inspector R. Taylor

EXPLOSIVE DISPOSAL UNIT

The Explosives Disposal Unit is made up of three constables, one from each of the districts, who have been trained as technicians by the Canadian Armed Forces. The officers are seconded from their regular duties, whenever the need arises.

In 1982, the unit was officially given organizational status, and during the year responded to 15 calls where known or suspected explosive material had been discovered. In the cases where explosives were found, the material was either destroyed in location or removed elsewhere and burned.

EDU Officer dons protective clothing.

LABOUR RELATIONS UNIT

In 1982, Inspector A. Stansbury of the Duty Inspector's office was appointed Labour Relations Co-ordinator and given the task of monitoring all labour disputes in the Region.

In the event that constant police presence is required at a strike scene, one staff sergeant from Headquarters and three constables from each district have been provided with special training and may be used as a team.

During the year, limited duty was performed at ten industrial disputes.

SPOT CHECK UNIT

The spot check unit, consisting of an acting sergeant and four constables, was brought into action on November 24 in readiness for the festive season.

During the five weeks of its life, the unit moved through the Region on a planned schedule setting up checks in an effort to apprehend impaired drivers.

Unit Statistics:

— Vehicles checked	— 3096
— Alert tests conducted	— 72
— Impaired charges	— 17
— Refuse charges	— 3
— 12 hour suspensions	— 27
— Seat belt charges	— 390
— Other H.T.A. charges	— 164
— Warnings	— 833

TACTICAL AND RESCUE UNIT

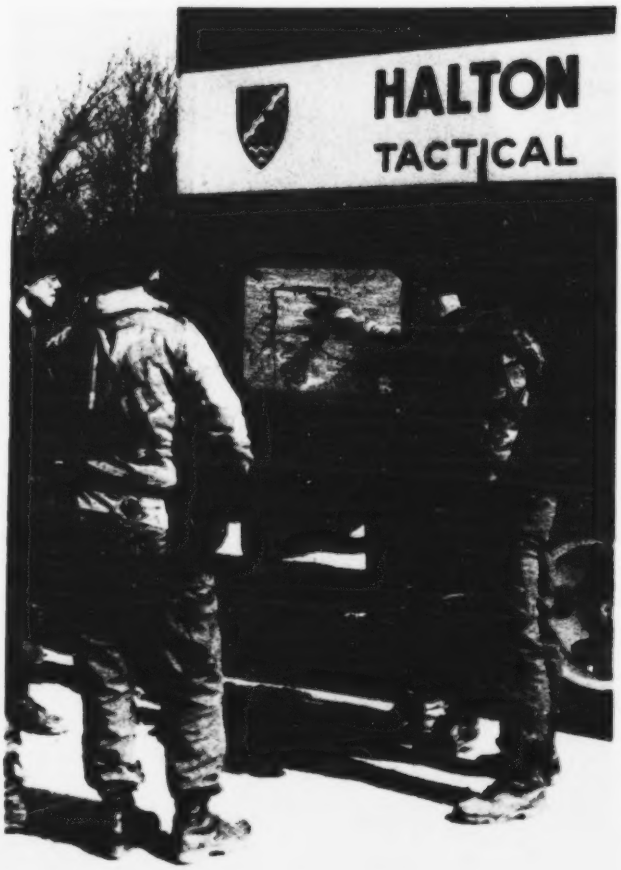
By the end of 1982, the Tactical and Rescue Unit had completed one full year of operation.

The Unit is commanded by Inspector K. Laidlaw and consists of a Staff Sergeant Training Co-ordinator and thirteen trained constables.

Selection for the unit is made after an extremely careful screening process which includes psychological examinations, vigorous physical testing and in-depth personal interviews.

Regular training periods are held on two successive days each month and special three-day sessions at Canadian Forces Base Borden are held bi-annually in the spring and the fall.

During 1982, the unit responded to 12 high risk calls, all of which were brought to a successful conclusion without the use of firearms.



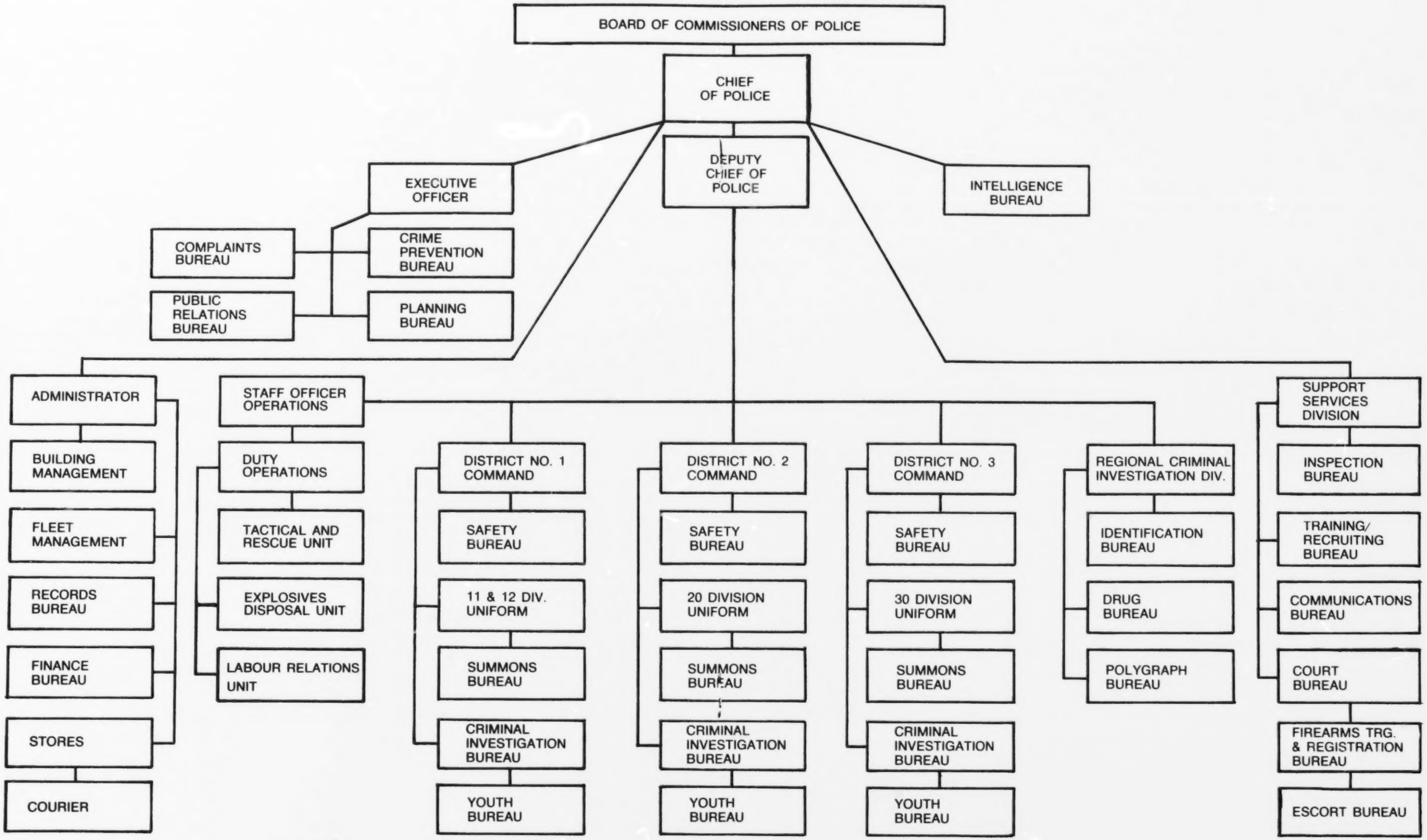
The Tactical and Rescue Unit plans an assault.

COMPARISON STATISTICS

POLICE & POPULATION	1974	1975	1976	1977	1978	1979	1980	1981	1982
Population	213,972	213,123	221,259	226,145	230,374	234,892	240,248	247,311	261,580
Police Establishment	205	236	252	264	264	265	275	281	297
Police Establishment/ Population Ratio	1/1044	1/903	1/878	1/857	1/873	1/886	1/874	1/880	1/881
Cadets	16	16	18	18	11	13	13	8	6
Civilian Establishment	29	35	40	52	72	74	73	98	101
All Staff Establishment/ Population Ratio	1/856	1/743	1/714	1/677	1/664	1/667	1/666	1/639	1/647
Criminal Offences	15,409	18,660	19,067	19,168	22,429	25,097	25,902	27,358	25,670
Offences Concluded	6,253	7,746	7,759	7,791	8,663	10,446	10,152	11,578	12,224
Percentage of Offences Concluded	40.6	41.5	40.7	40.6	38.6	41.6	39.2	42.3	47.6

CRIME STATISTICS — COMPARISONS	1980		1981		1982	
	Actual	Cleared	Actual	Cleared	Actual	Cleared
Murder	1	0	3	3	2	1
Attempted Murder	1	1	2	2	3	3
Manslaughter	2	2	0	0	0	0
Rape	13	8	8	6	9	7
Other Sex Offences	66	42	81	60	57	47
Wounding	25	15	22	15	17	11
Assaults (not indecent)	1,026	796	1,096	1,070	1,082	922
Robbery	92	45	70	27	36	13
Break & Enter	2,504	843	2,539	906	2,359	940
Theft of Motor Vehicle	728	212	760	224	614	196
Theft over $200	2,458	231	2,772	371	2,745	417
Theft under $200	6,045	582	5,907	777	5,153	766
Shoplifting	789	734	987	914	1,157	1,095
Possession	123	123	111	106	130	124
Frauds	738	513	927	647	1,130	810
Prostitution	0	0	1	1	1	1
Gaming & Betting	2	2	2	2	1	1
Offensive Weapons	91	70	112	89	131	103
Other Criminal Code	5,873	1,576	6,037	1,511	5,188	1,755
Drugs	353	353	536	527	433	423
Other Fed. Statutes	72	50	32	27	13	11
Provincial Statutes	2,703	2,565	3,325	3,103	3,499	3,374
Criminal Traffic	2,197	1,389	2,028	1,190	1,910	1,204
TOTAL	25,902	10,152	27,358	11,578	25,670	12,224
Percentage of Crime Detected	39.19%		42.32%		47.62%	

HALTON REGIONAL POLICE FORCE
ORGANIZATIONAL STRUCTURE



COMPARISON STATISTICS

TRAFFIC LAW ENFORCEMENT AND ACCIDENT STATISTICS

ENFORCEMENT — FEDERAL

	1981	1982
Criminal Negligence Causing Death	2	3
Criminal Negligence Causing Bodily Harm	0	0
Criminal Negligence Operating Motor Vehicle	25	23
Fail to Remain	1,049	911
Dangerous Driving	98	81
Impaired Driving	833	856
Refusing Breath Sample	4	36
TOTAL	2,011	1,910

ENFORCEMENT — PROVINCIAL

	1981	1982
Fail to Remain	337	441
Careless Driving	851	604
Driving While Disqualified	219	273
Other Highway Traffic Act Charges	22,430	26,002
Traffic Charges — Municipal By-laws	374	280
Parking Violations	23,197	20,094
TOTAL	47,408	47,694

MOTOR VEHICLE COLLISIONS

TYPE	1980	1981	1982
FATAL	34	24	17
PERSONAL INJURY	1582	1756	1397
OVER $400. DAMAGE	3445	3544	3165
UNDER $400. DAMAGE	2362	2520	2670
UNFOUNDED	992	1047	933
TOTAL	8415	8891	8182

FATAL ACCIDENTS	
1980	
1981	
1982	

INJURIES	1981	1982
DRIVER PASSENGER	2385	1774
PEDESTRIAN	123	104
CYCLIST	24	78
OTHER	2	9
TOTAL	2534	1965

FATALITIES	1981	1982
DRIVER PASSENGER	28	14
PEDESTRIAN	1	3
CYCLIST	3	2
TOTAL	32	19

REGIONAL CRIMINAL INVESTIGATION DIVISION

The Regional Criminal Investigation Division is located at Headquarters and is under the command of Inspector J. W. Currie.

The Division which is comprised of the Identification Bureau, the Drug Bureau and the Polygraph Bureau, grew to maturity in 1982, and had an extremely successful year.

Inspector J. W. Currie

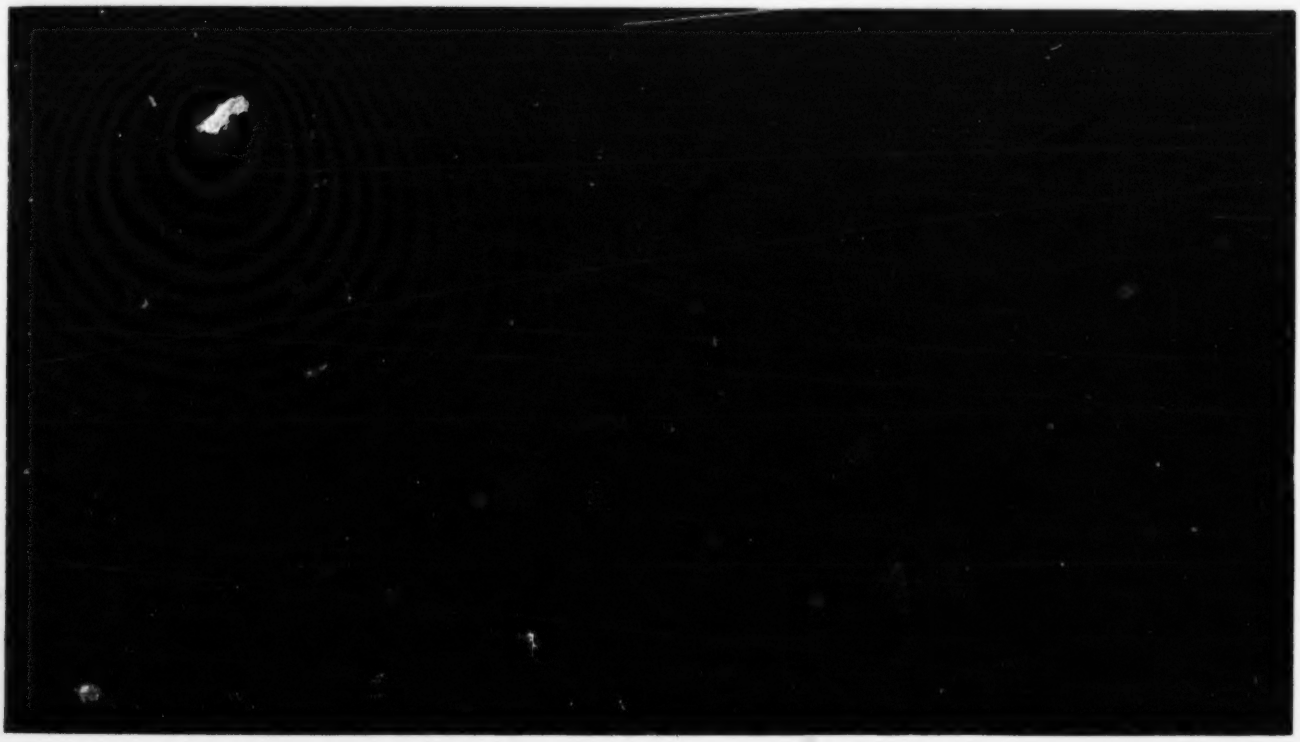
IDENTIFICATION BUREAU

The start of the year was marked by the Bureau's occupation of expanded office facilities, completed as part of the Headquarters extensions. The new accommodation includes a photo studio, an exhibit dusting and chemical treatment room and colour photographic processing darkrooms.

Major equipment acquired during the year included an automated colour processor, a fingerprint comparator, and a stereo microscope. The single pose colour photographing process has proved extremely successful and has been adopted by all other forces in the Province in an effort to establish some sort of uniformity.

In service training continued within the Bureau during the year, part of which was devoted to archeological recovery techniques with respect to Police investigations. The training included a day's digging at an archeological site.

Bureau Statistics	1981	1982
Persons fingerprinted under the identification of Criminals Act	2187	2409
Composite drawings	37	39
Criminals identified by scene of crime lift	90	79
Criminals identified by footwear	7	4
Criminals identified by physical match	25	12
Total Crime Identifications	122	95



The colour photographic processing room.

DRUG BUREAU

The Drug Bureau completed its first full year of operation during 1982. Major investigations were undertaken in drugs, bawdy house projects and liquor licence act offences.

On a day-to-day basis, members of the Bureau were extremely active on the street with respect to drugs and liquor offences. 624 charges were laid and 799 exhibits were handled by officers of the Bureau.

In addition to their regular duties, officers conducted twenty-six public speaking engagements in all three districts.

POLYGRAPH BUREAU

In 1982, 52 Polygraph examinations were conducted, five of which were on request from other Police Agencies. The following case load breakdown provides an insight into the achievement of the Bureau.

No deception indicated	18
Deception indicated	29
Inconclusive	3
Incomplete	2

Confessions either before or after testing were obtained in nineteen cases in the following categories.

Rape	1
Attempted rape	1
Child Abuse	2
Indecent assault	1
Robbery	1
Wounding	1
Theft over $200	5
Theft under $200	1
Break & Enter	5
Fail to remain	1

Cancellations were reported in fourteen cases, four of which resulted in confessions to Investigating officers just prior to the examination.

The Polygraph officer, Constable R. Galbraith, has undergone training in forensic hypnosis, and this has added a further dimension to the value of this Bureau. Assisted by local medical practitioners, Constable Galbraith used hypnosis in eleven cases, one of which was a three-year-old rape case and, as a result, the culprit was shortly afterwards brought to justice.

Constable Galbraith has continued his studies in the science of polygraphy and, during 1982, had articles on the subject published in a number of prominent police magazines.

Is he telling the truth?

DISTRICT #1

District #1 of field operations has a total patrol force complement of 63 sworn personnel, under the command of Inspector M. A. McPherson.

The policing area is comprised of the towns of Halton Hills (Georgetown and Acton) and Milton.

During 1982, there were 23,348 calls for service, 2,248 of which were in respect of motor vehicle collisions.

The Patrol force is supported by ten trained criminal investigation and youth bureau staff, a traffic safety officer, a special constable summons server, and nine civilians.

Inspector M. A. McPherson

A District #1 vehicle refuels at the Regional Public Works facility in Milton.

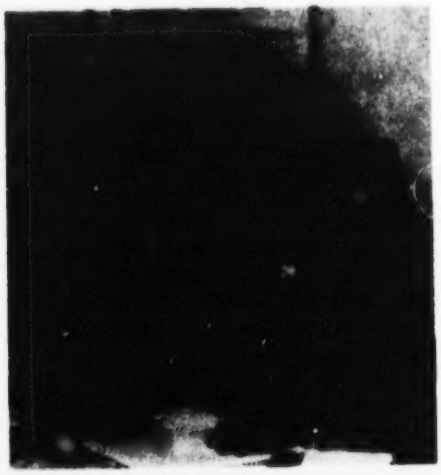
DISTRICT #2

District #2, which is under the command of Inspector B. Ward, polices the town of Oakville and has a patrol force establishment of 56 sworn personnel.

During the year there were 28,301 calls for service, including 2,183 motor vehicle collisions! A strict radar enforcement programme was introduced and clearly this project made a very significant impact upon the number of accidents; resulting in a reduction of 21% over the 1981 figure.

The Town of Oakville once again hosted the Canadian Open Golf Tournament at Glen Abbey, while a new event, the Million Dollar Salmon Derby, attracting anglers from all over North America, was introduced to the town on September 18. Both events were well prepared for and went off without incident.

The patrol force is supported by twelve criminal investigators and youth bureau personnel, a special constable traffic safety officer, two special constable summons servers and eight civilians.



Inspector B. Ward

Directing traffic at the Canadian Open.

DISTRICT #3

District #3, which has the responsibility for policing the City of Burlington (113,000), is under the command of Staff Inspector A. J. Barrett, and in July Inspector R. Wilkinson was added to the staff as Operations Inspector to provide the necessary administrative support for more effective management.

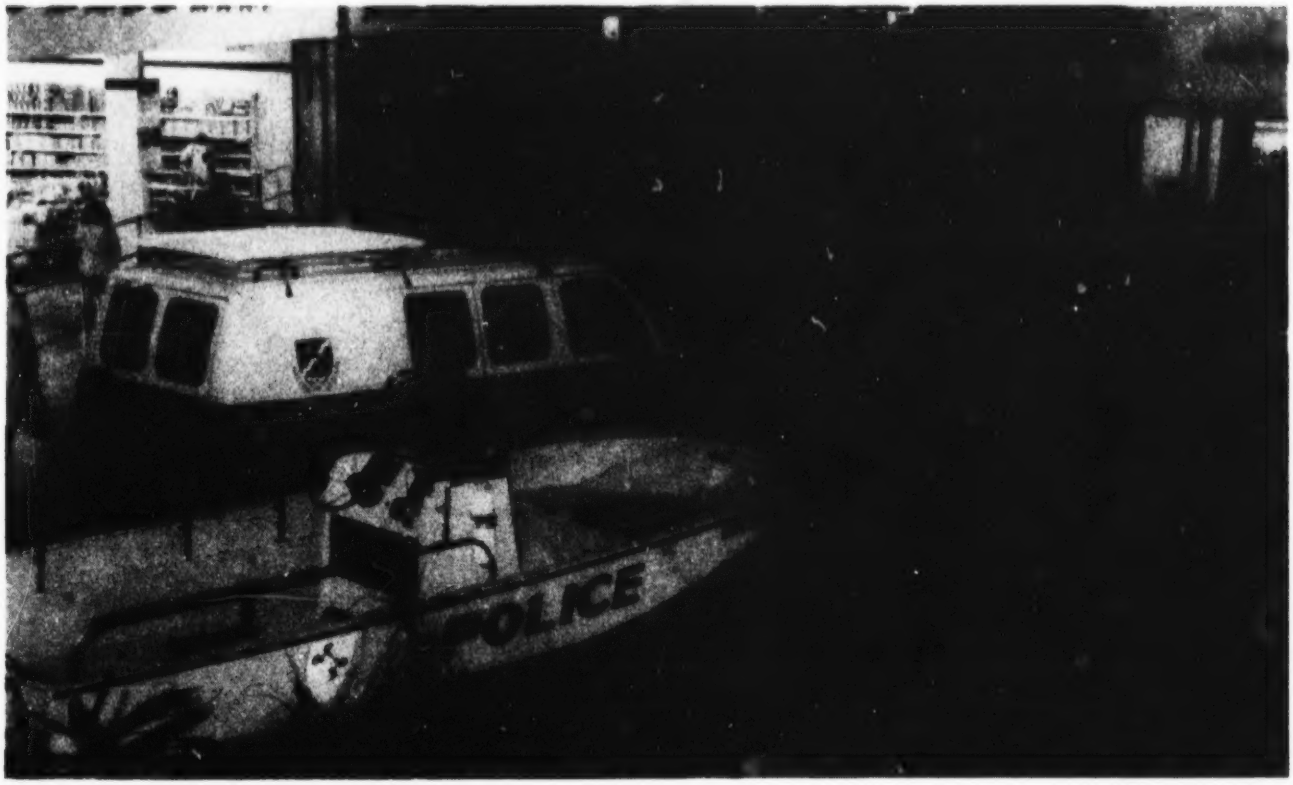
During 1982, the 76 patrol officers responded to 37,060 calls for service, including 2,732 motor vehicle collisions.

The Criminal Investigation Bureau, which is comprised of 18 officers including the youth bureau, were very successful and maintained a clearance rate which played a considerable part in raising the Regional rate more than 5% over 1981.

Other support staff include a safety officer, two special constable summons servers and nine civilians.

A major innovation introduced in 1982 was a community policing project in the Aldershot area of the City. Twelve officers were assigned to the three patrol zones in the west end with a mandate to work closely with citizens, improve communications and begin pro-active policing. Meetings were arranged by the officers in an effort to meet the public and to further themes such as Crime Prevention and Neighbourhood Watch. The project was extremely successful and will be extended to the remainder of the city in 1983.

Staff Inspector A. J. Barrett



The 1982 Police Week display at Burlington Mall.

SUPPORT SERVICES DIVISION

In 1982, Staff Inspector R. Andress took over control of support services, on transfer from Staff Operations.

A number of other changes have occurred in Support Services during the year in keeping with the force professional development programme.

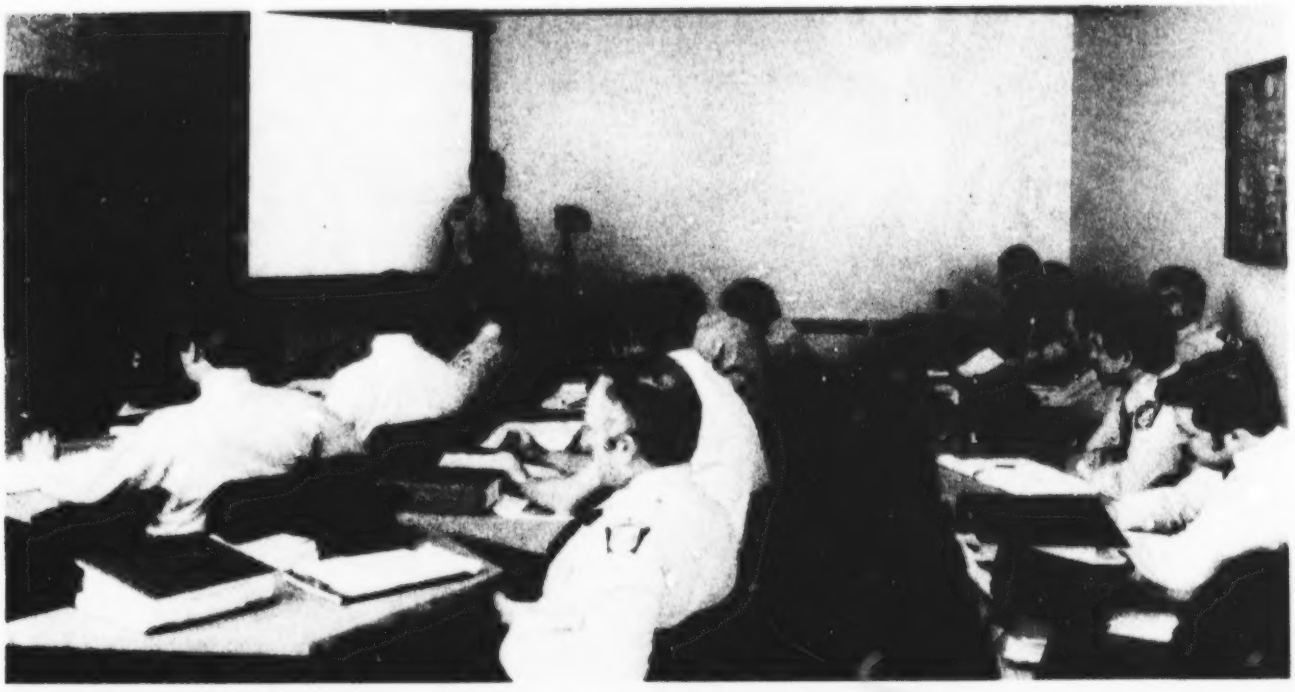
Staff Inspector R. Andress

TRAINING BUREAU

A complete change of staff took place in the Training Bureau during 1982 when Staff Sergeant R. Hilton and Constable B. Holland were transferred to Field Operations, and were replaced by Staff Sergeant D. Reid and Constable D. Cousens.

During the year, the Bureau took on the added responsibility of Cadet training, which involves secondment to different areas of the force in order to obtain a rounded experience in preparation for the Police Career ahead.

Because of the increasing costs of formal in-service training, the Bureau embarked upon a study of audio visual training techniques and are now in a position to recommend the development of such a programme. It is expected that in 1983 this system of instruction will become universal in the Halton Regional Police Force.



The inservice training class.

COMMUNICATIONS BUREAU

The Communications Bureau is the largest of the specialized units of the Force with a complement of four Sergeants, four Constables, one Cadet, and twenty-eight civilians under the command of a Staff Sergeant.

As in other areas of the Force, the command of the Bureau changed hands when Staff Sergeant L. Reid was transferred to Field Operations and Staff Sergeant D. Croucher took his place.

During 1982, the vast majority of the 88,709 calls for service were received in the Communications Bureau before being directed to the field or to an appropriate administrative area of the Force.

The Communications Bureau.

COURT BUREAU

Five police officers and one cadet are assigned to the Court Bureau and manage the cases passing through the Courts at Milton, Oakville and Burlington.

During 1982, in keeping with the Force philosophy of career development, certain of the Court positions were designated as training locations and a number of officers had the opportunity to learn the function. In addition, a number of permanent staff changes were made so that an increasing number of officers could perform court duties if the necessity arises.

FIREARMS TRAINING AND REGISTRATION BUREAU

FIREARMS TRAINING

Firearms training for members of the Halton Regional Police Force is under the direction of a Staff Sergeant, who is also responsible for co-ordinating the training of the Tactical and Rescue Unit, co-ordinating the efforts of the Prisoner Escort Unit, the registration of all restricted weapons in the region and the issuance of all firearms acquisition certificates.

In May of 1982, the renovated indoor range at headquarters was opened and serious training became once more a part of the everyday life of the Halton Regional Police Force.

FIREARMS REGISTRATION

During 1982, a new system of issuing completed certificates through No. 2 District reception has been successful in almost eliminating complaints from members of the public who are unable to attend at headquarters during the working day.

The following statistics show the activity in this area over the year.

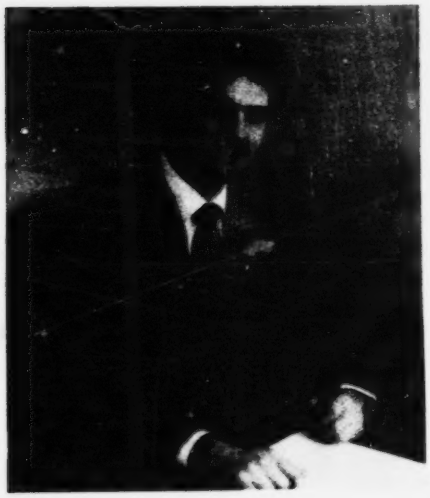
	1980	1981	1982
Firearm Acquisition Cert.	1128	903	847
Firearm Registrations	371	395	577
Carrying permits	45	59	69
Transport Permits	151	168	207
Total Processes	1695	1525	1700

PRISONER ESCORTS

The Prisoner Escort Service, which is comprised of five special constables and one cadet, is under the direction of the Staff Sergeant in charge of firearms.

During 1982, these officers escorted 2,293 prisoners between Correctional institutions, detention centres and the courts in the Region.

OFFICE OF THE ADMINISTRATOR



Mr. R. D. Hale, Administrator

The year 1982 proved to be a busy and challenging one for the new administrator and his staff. The new year witnessed a series of financial management reforms approved by the Board of Commissioners of Police, providing improved financial reporting and control in the police force. In addition a streamlined system was instituted, providing for comprehensive personnel testing and interviews based on defined requirements for each position.

An administrative assistant was hired to provide support in the preparation and implementation of new projects and on-going programmes, drafting reports and performing other functions related to office procedures, building and fleet management, personnel staffing, forms design, and contract specifications.

FINANCE BUREAU

The Finance Bureau is comprised of a supervisor and four clerks involved in the processing of payroll, purchase requests, accounts payable, and warrants of commital. In 1982, the police force changed its method of budget presentation from the line-item type of budget to the programme budget format, resulting in greater involvement of staff members in the budget process. While the implementation of the programme budget created additional work for finance and administrative staff, the complemented budget provided improved documentation of budget requests and stated objectives and levels of service provided by each programme. To further the decentralization of fiscal responsibility, a responsibility-centred accounting system was instituted, with bi-monthly variance reporting by programme managers. These variances were summarized into comprehensive variance reports by the Finance Bureau for presentation to the Board of Commissioners of Police.

STORES AND COURIER SERVICES

A stores clerk is responsible for maintaining an inventory of essential supplies, issuing forms, uniforms and equipment to members of the Force in accordance with the new purchasing and supply process.

The courier transports mail, reports, and supplies between headquarters and the district offices on a twice daily basis.

RECORDS BUREAU

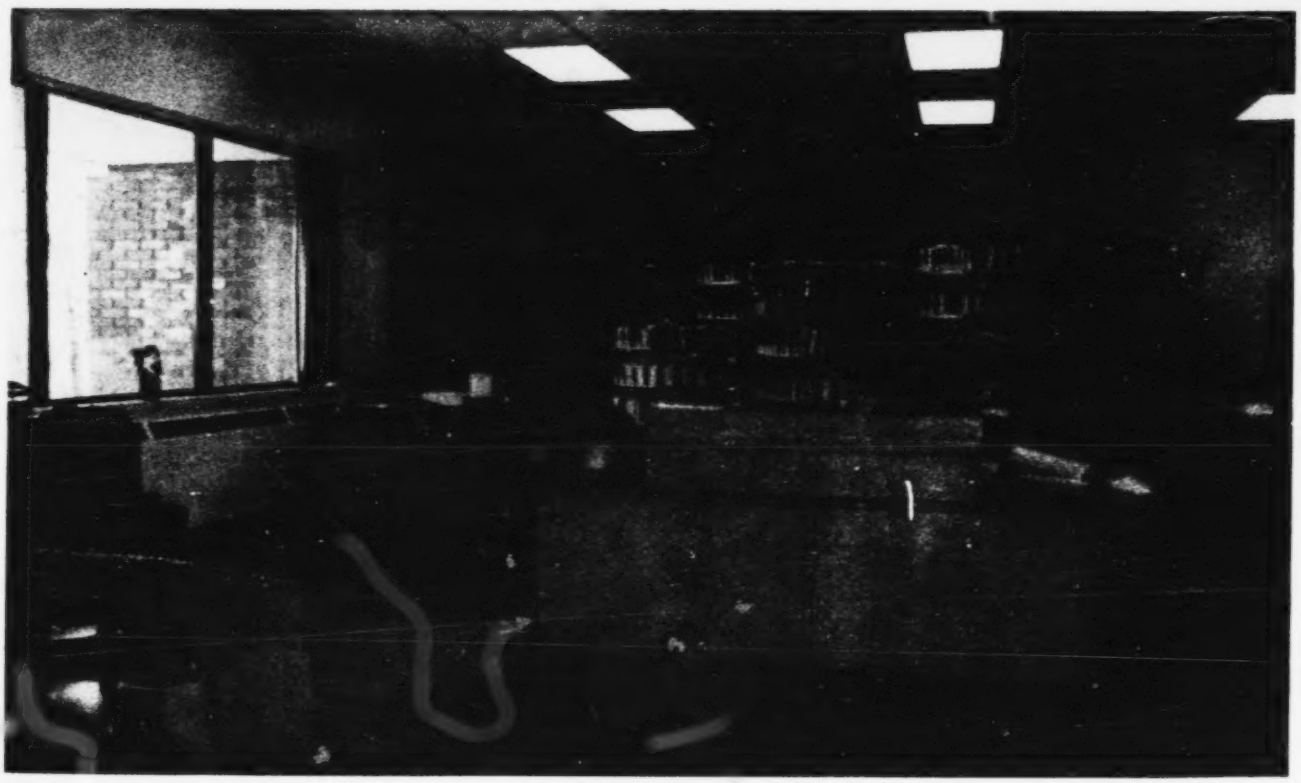
The Records Bureau — before re-organization.

Early in 1982, the Records bureau was reorganized under the administration area of the force. The Bureau increased in strength by one typist who was assigned to the Accident Desk to process an ever increasing demand for accident reports. This addition brought the total complement to nineteen civilians and two cadets.

The Bureau acts as a central repository for all operational reports pertaining to occurrences and accidents, criminal case history files, and active records that require maintenance on the Canadian Police Information Centre computer system. Further evaluation of the existing manual filing system took place during the year along with participation in the computer feasibility study. This evaluation and reorganization of the present manual system will certainly assist in the implementation of an automated records system proposed for 1984.

The Records Bureau personnel continue to work at full capacity in maintaining and processing the records, as reflected in the following statistics:

	1981	1982	Change
Crim. case files opened	2,817	2,940	4.4%
Occurrence reports recd. & processed	79,801	79,804	—
Accident reports recd. & processed	8,887	8,201	(7.71%)



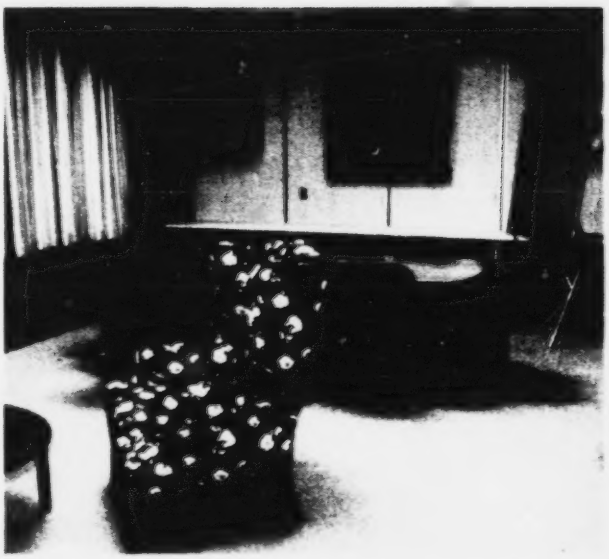
The Records Bureau — the new look.

POLICE FACILITIES

Renovations were completed on the Oakville Police facility in 1982 with the construction of the Identification and Police Commission offices and the pistol range. The renovated building now contains an enlarged police headquarters and the No. 2 District offices in a combined area of approximately 38,000 square feet.

The Milton division station required emergency repairs to correct a leaky roof and an outdated heating and ventilation system which was installed at the time of the construction of the original building.

In light of the inadequacies of the present Burlington police station a study committee, chaired by Commissioner J. R. Grieve, was formed to research and report on the building and site requirements to accommodate police needs in the City of Burlington to the year 2000 and beyond. The committee report, which was tabled in December, called for the construction of an 18,000 square foot facility complete with a public meeting room to provide facilities for police/public projects and meetings, in keeping with the emphasis placed on crime prevention.



Board of Commissioners of Police — Board Room.

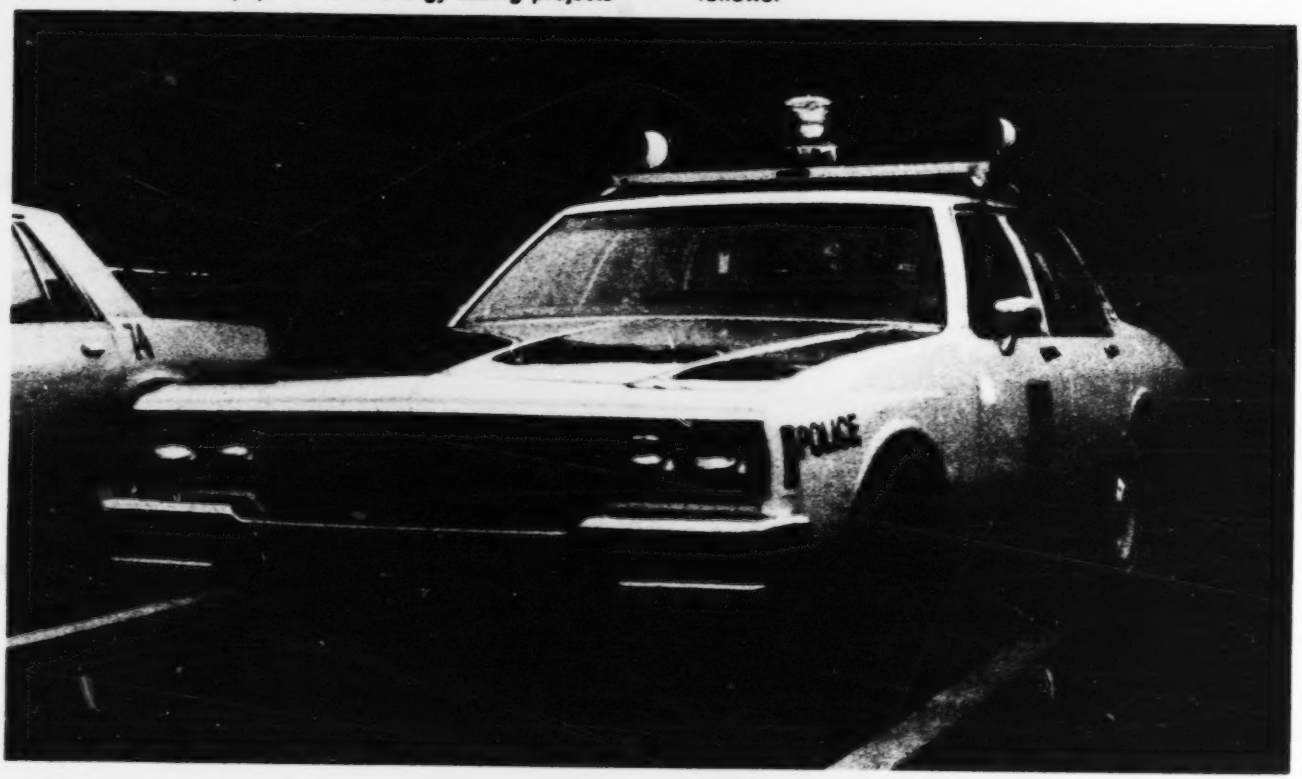
The Pistol Range.

VEHICLE MAINTENANCE

After extensive research and development, the proposal to institute a centralized vehicle maintenance programme for police vehicles in conjunction with Regional Public Works was approved by the Board of Commissioners of Police and Regional Council. Although in the early stages of implementation, the maintenance programme in effect for the northern district vehicles is already demonstrating the following benefits:

— Decreased costs for labour and parts
— Improved documentation for vehicle service to control maintenance costs and provide the opportunity for the evaluation of new equipment and energy saving projects
— Improved security for police vehicles to prevent damage and vandalism on equipment being serviced.
— Implementation of a full vehicle servicing programme within current budget restrictions.

A new vehicle replacement policy was instituted in 1982, which provided for the delivery of new vehicles every six months. The refurbishment programme extending the service life of selected vehicles by approximately 80,000 kilometres, was continued and an additional eight propane powered vehicles were added to the fleet during the year. The complement of force vehicles in 1982 is as follows:



A 1982 addition to the fleet.

FORCE VEHICLES

Marked patrol cars	38
Plain cars	35
Supervisors' cars	4
Summons vehicles	3
Crime prevention vehicles	3
Safety vehicles	3
Escort vans	2
Courier van	1
Identification	1
Tactical truck	1
Mobile command trailer	1
Boat and trailer	1
TOTAL	92

HALTON REGIONAL POLICE